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ABSTRACT

This booklet provides a guide for student-athletes at 2-year colleges, especially for those intending to transfer to National Collegiate Athletic Association (NCAA) colleges and universities and participate in intercollegiate athletics. It discusses academic eligibility for participation in intercollegiate athletics at NCAA Division I, Division II, and Division III schools, focusing on specific transfer requirements for individuals with nonqualifier, partial qualifier, and qualifier status. The booklet explains general eligibility requirements, including the 5-year rule in Division I and the 10-semester rule in Divisions II and III, and hardship waivers. It discusses the manner in which student-athletes may be recruited by NCAA schools, explaining rules that apply to contacts with coaches and boosters and campus visits. The booklet also discusses graduation rate information that NCAA schools must provide to student-athletes, the National Letter of Intent, amateurism, and drug policies and procedures. Four appendixes provide charts on academic requirements for eligibility for transfer to Division I and Division II schools. (MDM)

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NCAA

guide for the 2-year college student-athlete

1996-97

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NATIONAL COLLEGIATE ATHLETIC ASSOCIATION
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INTRODUCTION

Since the National Collegiate Athletic Association (NCAA) was founded in 1906, its member colleges have provided intercollegiate athletics programs for you, the student-athlete, to make your athletics participation a valuable leadership, physical fitness and educational experience.

The NCAA is an association of member colleges that makes rules governing eligibility, recruitment and financial aid. The rules are intended to provide a better environment for your recruitment and to establish appropriate standards to govern the manner in which institutions compete with one another both on and off the playing field. Together with colleges, you are responsible for following the rules, and failure to do so may affect your eligibility for intercollegiate athletics at an NCAA member school. The purpose of this guide is to help you, your family and two-year college athletics administrators understand these rules.

In addition, many NCAA colleges and athletics conferences have rules that affect the recruitment and eligibility of two-year college student-athletes. These rules may be more demanding than NCAA requirements. Accordingly, you should contact a college's director of athletics, as well as the college's conference office, for interpretations of institutional and conference requirements. Further, if you initially enrolled in a two-year college during or after the 1994-95 academic year, you should contact the NCAA Initial-Eligibility Clearinghouse for information about registering with the clearinghouse.

Above all, the NCAA wants your recruitment to be a memorable and exciting experience — and fair. Choosing a college that fits your academic and athletics interests is difficult. If you have any questions, ask. Ask your two-year college coach, ask your academic adviser for athletics, ask your college's director of athletics, ask your conference office, and ask us.

CEDRIC W. DEMPSEY

NCAA Executive Director

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ACADEMIC ELIGIBILITY

There may be a variety of reasons why you have elected to attend a two-year college before attending an NCAA school. Perhaps you wanted to stay close to home or you wanted to save money. Maybe you had no intention of playing intercollegiate athletics at an NCAA school. Or perhaps you did not meet the NCAA's academic qualifying standards for participation as a freshman at an NCAA school. Whatever your reason may be for attending a two-year college, there are certain requirements that you must meet in order to compete immediately after transferring to an NCAA school.

DIVISION I TRANSFERS

The first thing you need to do is determine whether you would have been a qualifier or a nonqualifier at an NCAA school if you had elected to attend an NCAA college as a freshman. You can receive help from your high-school guidance counselor, a college coach or the NCAA office to determine whether you would have been a qualifier. If you enrolled as a full-time student at a two-year college during or after the 1994-95 academic year, you must register with the NCAA Initial-Eligibility Clearinghouse **only** if you need to be classified as a *qualifier* so you may use the transfer and eligibility regulations of a qualifier (rather than the more restrictive transfer and eligibility regulations of a nonqualifier or partial qualifier). Each year the NCAA produces the NCAA Guide for the College-Bound Student-Athlete, a brochure that lists all of the requirements to be a qualifier, as well as registration procedures for the clearinghouse. To receive a copy of this guide, simply contact the NCAA at the mailing address or phone number listed in the front of this brochure.

NONQUALIFIER/PARTIAL QUALIFIER

(For all student-athletes who first entered a two-year college as a full-time student before August 1, 1996, and student-athletes in sports other than Division I football and basketball who first entered a two-year college as a full-time student on or after August 1, 1996)

If you were a nonqualifier or a partial qualifier based on your high-school record and you wish to receive a scholarship, practice and compete at a Division I school immediately after you transfer, you must meet all of the following requirements before you transfer:

1. Graduate from the two-year college [Note: If you attend more than one two-year college, at least 25 percent of the credit hours you need to receive your degree must be earned at the two-year college that awards the degree.];
2. Satisfactorily complete a minimum of 48 semester or 72 quarter hours of transferable degree credit [Note: For students first entering the Division I college on or after August 1, 1997, not more than 18 semester or 27 quarter hours of transferable degree credit may be earned during the summer and not more than 9 semester or 13.5 quarter hours of the transferable degree credit may be earned during the summer immediately before transfer.];

3. Have a minimum grade-point average of 2.000 in your transferable credit hours [Note: This requirement applies only to those students who first enrolled as full-time students in a two-year college after August 1, 1988.]; and
4. Have attended the two-year college as a full-time student for at least three semesters or four quarters (excluding summer terms).

If you do not meet all of the requirements listed, you will not be permitted to practice, compete or receive institutional financial aid during your first year at a Division I institution.

NONQUALIFIER/PARTIAL QUALIFIER

(In Division I football or basketball, first entering a two-year college as a full-time student *on or after* August 1, 1996)

If you were a nonqualifier or a partial qualifier based on your high-school record and you wish to participate in the sports of football or basketball, you are not eligible for competition during your first academic year in residence at a Division I college (except as provided below). You are eligible for institutional financial aid and practice only if you meet all of the following requirements before you transfer (see Appendix B):

1. Graduate from the two-year college [Note: If you attend more than one two-year college, at least 25 percent of the credit hours you need to receive your degree must be earned at the two-year college that awards the degree.];
2. Satisfactorily complete a minimum of 48 semester or 72 quarter hours of transferable degree credit [Note: For students first entering the Division I college on or after August 1, 1997, not more than 18 semester or 27 quarter hours of transferable degree credit may be earned during the summer and not more than 9 semester or 13.5 quarter hours of the transferable degree credit may be earned during the summer immediately before transfer.];
3. Have a minimum grade-point average of 2.000 in your transferable credit hours [Note: This requirement applies only to those students who first enrolled as full-time students in a two-year college after August 1, 1988.]; and
4. Have attended the two-year college as a full-time student for at least three semesters or four quarters (excluding summer terms).

Exception: In order to be eligible for competition during your first year at a Division I college, you must meet the requirements listed above and successfully complete at least 35 percent of the course requirements in your specific baccalaureate degree program at the Division I college.

QUALIFIER

If you were a qualifier based on your high-school record and you wish to compete immediately at a Division I institution, you must meet one of the two options listed below before you transfer:

1. (a) Graduate from the two-year college [Note: If you attended more than one two-year college, at least 25 percent of the credit hours you need to receive your degree must be earned at the two-year college that awards the degree.];
   (b) Satisfactorily complete a minimum of 48 semester or 72 quarter hours of transferable degree credit; and
   (c) Have a minimum grade-point average of 2.000 in your transferable credit hours. [Note: This requirement applies only to those students who first enrolled as regular students in a two-year college after August 1, 1988.]

OR

2. (a) Spend a minimum of two semesters or three quarters at the two-year college (excluding summer sessions);
   (b) Average 12 hours of transferable degree credit for each semester or quarter attended; and
   (c) Have a minimum grade-point average of 2.000 in your transferable credit hours. [Note: This requirement applies only to those students who first enrolled as full-time students in a two-year college after August 1, 1988.]

If you do not meet all of the requirements of one of the two options listed above, you will not be permitted to compete in your first year of residence at that school. However, you will be eligible to practice and receive institutional financial aid at the Division I school, provided you are enrolled in a minimum full-time program of studies and meet applicable conference and institutional regulations.

(See Appendix A for a chart related to academic requirements for eligibility for two-year college transfers to Division I schools.)

DIVISION II TRANSFERS

If you wish to transfer from a two-year college to a Division II school, your eligibility will be determined by the date you have enrolled or will enroll as a full-time student in a Division II institution.

TRANSFERS WHO ENROLLED BEFORE AUGUST 1, 1993

If you wish to transfer from a two-year college to a Division II school, NCAA rules are the same whether you were a qualifier or nonqualifier based on your high-school record. Under these circumstances, you will be eligible to compete immediately at a Division II institution in its varsity athletics program if you meet one of the options listed below before you transfer:

1. Graduate from the two-year college [Note: If you attended more than one two-year college, at least 25 percent of the credit hours you need to receive your degree must be earned at the two-year college that awards the degree.],

OR

2. (a) Complete a minimum of 24 semester or 36 quarter hours of transferable degree credit;
   (b) Have a minimum grade-point average of 2.000 in your transferable credit hours; and
   (c) Spend at least two semesters or three quarters in residence at the two-year college (excluding summer sessions).

If you do not meet all the requirements of either of these options, you will not be permitted to compete for the varsity team in your first academic year of residence at that school. However, you will be permitted to practice with the varsity team and receive institutional financial aid at the Division II school, provided you are enrolled in a minimum full-time program of studies and meet applicable conference and institutional regulations.

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TRANSFERS WHO ENROLL AFTER AUGUST 1, 1993

If you wish to transfer from a two-year college to a Division II school, you must determine whether you met the NCAA's academic qualifying standards based on your high-school record. If you enrolled as a full-time student at any college during or after the 1994-95 academic year, you must register with the NCAA Initial-Eligibility Clearinghouse **only** if you need to be classified as a ***qualifier*** so you may use the transfer and eligibility regulations of a qualifier (rather than the more restrictive transfer and eligibility regulations of a nonqualifier or partial qualifier).

QUALIFIER

If you were a qualifier based on your high-school record and you wish to compete immediately at a Division II school in its varsity athletics program, you must meet one of the two options listed below before you transfer:

1. Graduate from the two-year college [Note: If you attended more than one two-year college, at least 25 percent of the credit hours you need to receive your degree must be earned at the two-year college that awards the degree.].

OR

2. (a) Complete a minimum of 24 semester or 36 quarter hours of transferable degree credit;

   (b) Have a minimum grade-point average of 2.000 in your transferable credit hours; and

   (c) Spend at least two semesters or three quarters in residence at the two-year college (excluding summer sessions).

If you do not meet all of the requirements of one of the two options listed above, you will not be permitted to compete for the varsity team in your first academic year of residence at that school. However, you will be permitted to practice and receive institutional financial aid at the Division II school, provided you are enrolled in a minimum full-time program of studies and meet applicable conference and institutional regulations.

NONQUALIFIER/PARTIAL QUALIFIER

If you were a partial qualifier or a nonqualifier based on your high-school record and you wish to practice and compete (and for a nonqualifier, receive athletics aid) immediately after transferring to a Division II school, before you transfer you must have attended a two-year college as a full-time student for at least two semesters or three quarters, and:

1. Graduated from the two-year college [Note: If you attended more than one two-year college, at least 25 percent of the credit hours you need to receive your degree must be earned at the two-year college that awards the degree.].

OR

2. Completed a minimum of 24 semester or 36 quarter hours of transferable degree credit with a minimum grade-point average of 2.000 in your transferable credit hours, and if you first are entering a two-year college on or after August 1, 1996, you must satisfactorily complete an average of 12 semester or quarter hours of transferable degree credit acceptable toward any baccalaureate degree program at the Division II college for each term in which you are enrolled full time (see Appendix D).

If you were a partial qualifier and do not meet either of these requirements, you will not be permitted to practice or compete with the varsity team during your first year at the Division II school. However, you will be permitted to receive institutional financial aid, provided you enroll in a full-time program of studies and meet applicable conference and institutional regulations.

If you were a nonqualifier and do not meet either of these requirements, you will be permitted to receive institutional financial aid that is not from an athletics source, but will not be able to practice or compete with the varsity team during your first academic year in residence at the Division II school.

(See Appendix C for a chart related to academic requirements for eligibility for two-year college transfers to Division II schools.)

DIVISION III TRANSFERS

If you wish to transfer to a Division III school, you will be eligible to compete immediately if you meet one of the two following requirements before you transfer:

1. You have not previously participated in intercollegiate athletics,

OR

2. You have participated in intercollegiate athletics, and you would have been eligible academically if you had remained at the two-year college.

If you do not meet all the requirements of one of the two options listed above, you will not be permitted to compete in your first year of residence at that school. However, you will be eligible to practice and receive institutional financial aid at the Division III school, provided you are enrolled in a minimum full-time program of studies and meet applicable conference and institutional regulations. Keep in mind that Division III institutions do not award athletics scholarships.

"4-2-4" TRANSFERS

If you originally enroll at a four-year college, transfer to a two-year college and then wish to transfer to a Division I or II NCAA school, there is a separate set of rules you must meet in order to compete immediately at the Division I or II school. You must meet all of the conditions of one of the four following options before you transfer in order to compete immediately after transfering from the two-year college:

1. (a) You must have completed 24 semester or 36 quarter hours of transferable degree credit with a minimum grade-point average of 2.000 [Note: If you enrolled as a regular student in a two-year college before January 10, 1990, the 24 semester or 36 quarter hours do not need to be transferable degree credit with a 2.000 grade-point average.];

   (b) One calendar year must have elapsed since your transfer from the four-year college; and

   (c) You must have graduated from the two-year college. [Note: If you attended more than one two-year college, at least 25 percent of the credit hours you need to receive

your degree must be earned at the two-year college that awards the degree.];

OR

2. You return to the NCAA school from which you transferred to the two-year college, provided you did not have an unfulfilled residence requirement at the time you left the NCAA school;

OR

3. (a) The four-year college you originally attended did not sponsor the sport in which you compete (and you did not attend any other college that did sponsor the sport);

   (b) You were a qualifier based on your high-school record;

   (c) You completed 24 semester or 36 quarter hours of transferable credit with a minimum grade-point average of 2.000 in your transferable credit hours;

   (d) You completed 12 semester or quarter hours of transferable credit for each term you were a full-time student at the two-year college; and

   (e) You spent at least two semesters or three quarters as a full-time student at the two-year college;

OR

4. If you are transfering to a Division II college and, for a consecutive two-year period immediately before you begin practice or competition, you have not practiced or competed in intercollegiate competition or in organized noncollegiate competition while enrolled as a full-time student at a college. This two-year period would not include any time before your first full-time enrollment at any two- or four-year college.

If you do not meet all of the conditions set forth in one of these four options, you will not be eligible for competition at a Division I or II school until you spend one academic year in residence at that school. However, you will be eligible to practice and receive institutional financial aid, provided you are enrolled in a full-time program of studies and meet applicable institutional and conference regulations.

ADDITIONAL ACADEMIC REQUIREMENTS FOR TRANSFERS TO DIVISION I SCHOOLS

1. If you first entered college as a full-time student after August 1, 1991, and before August 1, 1992 (i.e., during the 1991-92 academic year), by the time you enter your fourth or subsequent year of collegiate enrollment, you must have successfully completed at least 50 percent of the course requirements in your specific degree program.

2. If you first entered college as a full-time student after August 1, 1992, there is a separate set of academic degree requirements that you must meet upon transfer to a Division I school to be eligible to compete immediately at that school. These requirements are as follows:

   (a) **Percent of degree requirements (25-50-75 percent rule).** If you are entering your third year of collegiate enrollment, you must have successfully completed at least 25 percent of the course requirements in the specific degree program in which you enrolled at the Division I school. If you are entering your fourth year of collegiate enrollment, you must have successfully completed at least 50 percent of the course requirements in your degree program. Finally, if you are entering your fifth (or subsequent) year of collegiate enrollment, you must have successfully completed at least 75 percent of the course requirements in your degree program. Please note that these percentage requirements apply to the total credit-hour requirements for your degree, as opposed to the credit hours in your major. [Note: If you are not eligible at the beginning of the academic year because you do not meet the percent-of-degree requirement, you may be certified eligible at midyear if the requirements are met at that time.]

   (b) **Grade-point average requirements.** If you are entering your third year of collegiate enrollment, you must have a minimum grade-point average that equals at least 90 percent of the grade-point average required for graduation at that school. If you are entering your fourth or subsequent year of collegiate enrollment, you must have a grade-point average that equals 95 percent of the minimum grade-point average required for graduation at that school. This regulation applies to you once you are either (1) a mid-year transfer student from a two-year college who has completed an academic term in residence at that school, (2) a student who has completed an academic year in residence or (3) a student who used a season of eligibility in a sport at the certifying institution.

ADDITIONAL ACADEMIC REQUIREMENT FOR TRANSFERS TO DIVISIONS I AND II SCHOOLS

Mid-year transfers. If you are a mid-year transfer to a Division I or II school and you meet the applicable transfer requirements, you also must meet NCAA satisfactory-progress requirements during that spring term, even if you do not compete in your sport during that term. For example, if you are a mid-year transfer in the sport of football, you must complete 12 semester hours during the spring term in order to be eligible to compete for that school during the fall term. [Note: If summer hours are used in meeting the 12-hour requirement, 75 percent of those hours must be taken during the academic year.]

HELPFUL HINTS FOR TRANSFERS

1. **Grade-point average calculation.** If you have read the information related to transfer requirements, you know that to meet certain transfer requirements, you must have a minimum grade-point average of 2.000. This grade-point average must be calculated in the following manner: Grades that you earn in all courses that normally are transferable to an NCAA school must be considered in determining your grade-point average, regardless of the grade earned or whether the grade makes the course unacceptable for transfer credit. For example, if you take an arts and crafts course at the two-year college and receive an A in the course and the course is not a transferable course, the NCAA school is required to delete the grade you earned in the course from your

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grade-point average calculation. If you fail an English course that normally is transferable to the NCAA school, the NCAA school is required to include the grade you earned in the English course in computing your grade-point average, even though the grade makes the course unacceptable for transfer credit. Remember, if the course is one that normally would be transferable, the grade in that course must be included in calculating your grade-point average, no matter what grade you earn.

2. **Degree requirement.** If you wish to transfer to a Division I or II school, one of the standards that you may need to meet is that you must graduate from the two-year college. In order to meet this requirement, you must receive an associate or equivalent degree in an academic, rather than a vocational or technical, curriculum. Since many two-year college degree programs vary in their curriculum, the NCAA school has the responsibility to determine whether the degree you have received is considered academic. If the NCAA school is unable to make that decision, you should ask that the necessary documentation be sent to the NCAA national office for review.

3. **Timing for meeting transfer requirements.** All of the applicable two-year college transfer requirements must be met before you transfer to the NCAA school. If you transfer to a Division I or II school as a full-time student before you complete the transfer requirements, you will be required to complete a one-year residence requirement at the NCAA school, even though you may transfer back to the two-year college and complete the necessary requirements. Please note that even if you receive improper advice or guidance from a two-year or four-year college coach or administrator to enroll full-time at an NCAA school before completing the transfer requirements, you are required to spend one year in residence at the NCAA school.

4. **Competition in the year of transfer.** If you compete for a two-year college in the fall in any competition other than regularly scheduled scrimmages and then transfer to a Division I or II school, you are not eligible to compete for the Division I or II school during the same academic year, even if you meet the necessary transfer requirements.

   You may compete in scrimmages at the two-year college and still be eligible to participate at a Division I or II school during the same academic year if the scrimmages meet the following conditions:
   (a) The scrimmage is approved by the two-year college,
   (b) No official score is kept,
   (c) No admission is charged,
   (d) No official time is kept,
   (e) The scrimmage is played before the two-year college's first regularly scheduled outside competition, and
   (f) You participate in not more than two such scrimmages or dates of competition per academic year.

5. **Transfer exceptions.** You are not subject to the one-year residence requirement as a transfer student if you meet either of the following exceptions:

   (a) Division I or II transfers: The two-year college you are attending drops the sport in which you participate from its intercollegiate program or never sponsored the sport on the intercollegiate level while you attended that institution, provided you never attended any other college that offered intercollegiate competition in that sport. You also are required to have earned at least a 2.000 grade-point average at the two-year college in order to use this exception. If you were a partial qualifier or nonqualifier, you are not permitted to use this exception.

   OR

   (b) Division II transfers only:
      (1) You never were recruited by the NCAA school [Note: If you need assistance in determining whether you were recruited according to NCAA regulations, please contact the NCAA office.];
      (2) You have not received athletically related financial aid;
      (3) You never have practiced or competed in collegiate athletics, except that you may have participated in preseason tryouts; and
      (4) You were eligible for admission to the Division II school before your initial enrollment at the two-year institution.

GENERAL ELIGIBILITY REQUIREMENTS

FIVE-YEAR RULE (DIVISION I)

If you transfer from a two-year college to a Division I school, you must complete all of your seasons of competition within five calendar years from your original date of full-time enrollment in any collegiate institution, including a two-year college. This "five-year clock" does not stop except under special circumstances (e.g., time spent in the armed services, on official church missions). If you originally attended a two-year college for one year as a full-time student and then stayed out of school for two years to work, you have two years of eligibility remaining on your "five-year clock" at a Division I school.

10-SEMESTER RULE (DIVISIONS II AND III)

If you transfer from a two-year college to a Division II or III school, the 10-semester/15-quarter rule applies. This rule is different from the five-year rule for Division I, and gives you more flexibility in completing your seasons of competition. This rule requires you to complete your seasons of competition during your first 10 semesters or 15 quarters of full-time collegiate enrollment. Under this system, a student who attends a two-year college as a full-time student for two semesters and then withdraws from school for two years may return to a Division II or III school and have eight semesters of eligibility remaining. If you have spent time out of school for personal or financial reasons, you may wish to consider attending a Division II or III school.

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SEASONS OF COMPETITION

You should know that NCAA rules indicate that any competition (except participation in a scrimmage against outside competition as referenced below), regardless of time, during a season counts as a season of competition in that sport. It does not matter how long you were involved in a particular competition (e.g., one play in a footbal me, one point in a volleyball match); you still will be charged with a season of competition. The only exceptions to this rule are if you meet the conditions of the scrimmage exception (below) or qualify for a hardship waiver.

Exception:
Participation in a two-year college scrimmage does not count as a season, provided the scrimmage meets all of the following conditions:

(a) The scrimmage is approved by the two-year college,
(b) No official score is kept,
(c) No admission is charged,
(d) No official time is kept,
(e) The scrimmage is played before the two-year college's first regularly scheduled outside competition, and
(f) You participate in not more than two such scrimmages or dates of competition per academic year.

HARDSHIP RULE

If you suffer an incapacitating injury or illness after competing in some contests as a student-athlete at a two-year college, you may qualify for a hardship waiver, which would allow you to be granted an additional season of competition. In qualifying for a hardship waiver based on your participation at a two-year college, there are different rules that apply depending on the division of the school to which you wish to transfer.

Division I Hardship Criteria

In order for a Division I school to honor a hardship waiver granted to you at a two-year college, you must meet all of the following criteria:

1. The injury or illness must occur before the completion of the first half of the traditional playing season in that sport. The first half of the playing season is measured by the number of completed contests or dates of competition rather than scheduled contests, dates of competition or calendar days.
2. The injury or illness must result in your incapacity to compete for the remainder of the traditional playing season.
3. The injury or illness must occur when you have not participated in more than two events or 20 percent (whichever number is greater) of your college's completed events in that sport. Only competition against outside participants during the traditional playing season is counted under this rule. Scrimmages and exhibitions do not count in calculating both the number of events in which you participated and the number of completed events during that season in that sport.
4. The appropriate two-year college athletics association (e.g., the National Junior College Athletic Association) must review and approve each hardship waiver request according to the guidelines listed above.

5. After approval by the appropriate two-year college athletics association, the request for a hardship waiver must be reviewed and approved by the appropriate NCAA member conference or, in the case of an independent member institution, by the NCAA Eligibility Committee.
6. Each hardship waiver request must be accompanied by a signed statement by the physician who treated the student-athlete, indicating the reason(s) why the injury or illness was incapacitating.

Division II Hardship Criteria

In order for a Division II school to honor a hardship waiver granted to you at a two-year college, you must meet the following requirements:

1. The injury or illness must have occurred before the completion of the first half of the traditional playing season in that sport.
2. The injury or illness must result in your incapacity to compete for the remainder of the traditional playing season.
3. The injury or illness must have occurred when you had not participated in more than two events or 20 percent (whichever number is greater) of the institution's completed events in that sport. Only competition against outside participants during the traditional playing season shall be countable under this limitation.
4. Scrimmages and exhibition contests do not count in calculating both the number of events in which you participated and the number of completed events during that season in that sport.

Division III Hardship Criteria

In order for a Division III school to honor a hardship waiver granted to you at a two-year college, you must meet the following requirements:

1. The injury or illness must have occurred before the completion of the first half of the traditional playing season in that sport.
2. The injury or illness must result in your incapacity to compete for the remainder of the traditional playing season.
3. The injury or illness must have occurred when you had not participated in more than three events or one-third (whichever number is greater) of your college's completed events in that sport.
4. Scrimmages and exhibition contests count in calculating both the number of events in which you participated and the number of completed events during that season in that sport.

Helpful Hints in Administering the Hardship Waiver

1. It is not necessary for the injury or illness to be the direct result of your participation in your two-year college's organized practice or game competition.
2. If you suffer an injury in the first half of the playing season and return to competition during the second half of the season, you will not qualify for a hardship waiver, even if it is determined that you are unable to participate further as a result of aggravating the original injury.

3. In determining the 20 percent calculation of completed contests for Divisions I and II, or the 33 percent calculation for Division III, the following method is used:

   (a) First, you must determine the institution's number of completed varsity events in that sport (e.g., 27 in basketball).

   (b) Second, you must calculate 20 percent of the schedule (e.g., 20 percent of a 27-game basketball schedule equals 5.4). Any computation that results in a fractional portion of an event is rounded up to the next whole number. Thus, in Divisions I and II you would be permitted to participate in six games of a 27-game basketball schedule and still qualify for a hardship waiver.

RECRUITING

The NCAA has several recruiting rules that could affect the manner in which you may be recruited by an NCAA member school. You should become familiar with these regulations so that you can better manage your recruiting process and avoid any potential effects on your eligibility at an NCAA school. The following are some basic recruiting regulations with which you should become familiar:

1. **Boosters.** In Division I, no boosters can be involved in your recruitment. You may not receive any telephone calls or letters from boosters. In Division II, boosters are permitted to contact two-year college prospects only on the NCAA school's campus. In Division II, boosters also are permitted to write to and telephone prospects. In Division III, boosters may make contact with a two-year college prospect either on or off the NCAA school's campus. They also are permitted to write to and telephone prospects.

2. **Inducements.** As a prospect, you or your family are not permitted to receive any benefit, inducement or arrangement (e.g., cash, clothing, cars, improper expenses, transportation, gifts or loans) to encourage you to sign a National Letter of Intent or to attend an NCAA school. A college coach or booster is not permitted to pay for any parking tickets or library fines related to the release of your transcript from the registrar's office at the two-year college.

CONTACTS

1. Any face-to-face meeting between a college coach and you or your parents during which any of you say more than "hello" is a contact. Further, any face-to-face meeting that is prearranged, or occurs at your two-year college or at any competition or practice site, is a contact, regardless of the conversation. These contacts are not permissible "bumps." If you meet a coach and say more than "hello," that is a contact.

2. If you were not a qualifier in high school and you are enrolled in your first year at a two-year college, you may not be contacted in person for recruiting purposes by a coach at a Division I school.

3. If you were a qualifier based on your high-school record, or if you are in your second year of enrollment at a two-year college and you were a nonqualifier, you may be contacted by a Division I or II coach in sports other than Divisions I-A and I-AA football only three times off an NCAA school's campus. In Divisions I-A and I-AA football, each school has a maximum of seven in-person, off-campus recruiting contacts per prospect at any site (which includes contacts made with the prospect's relatives or legal guardians). In Division I basketball, effective August 1, 1996, each four-year college shall be limited to five recruiting opportunities (contacts and evaluations combined) per prospect, and not more than three of the five opportunities may be contacts. Such contacts may be made only during a contact period. Additionally, a coach may visit your college (with the approval of the college's executive officer) only one time during a particular week during the contact period.

4. If you sign a National Letter of Intent with an NCAA school, there is no limit on the number of contacts that a coach from that school may have with you or your parents. For NCAA schools that do not use the National Letter of Intent in a particular sport, there is no limit on the number of contacts that a coach from that school may have with you, provided you have signed the institution's written offer of admission and/or financial aid. However, the following limitations continue to apply:

   (a) If the coach contacts you at the two-year college campus (with the approval of the college's executive officer), he or she may do so only during the permissible contact period and may not do so more than once per week during that period. (Divisions I and II.)

   (b) A college coach may not come to your campus during a dead period. [A dead period is a period of time when it is not permissible for a coach to contact or evaluate you or for you to make an official or unofficial visit to the coach's campus.] (Divisions I and II.)

   (c) You may not be contacted by or receive letters or telephone calls from a booster, except that communication between you and a booster regarding permissible summer employment is permitted. (Division I only.)

   (d) A college coach may not contact you before any athletics competition in which you are a participant during the day or days of that competition. This prohibition includes contact at summer camp competition, all-star games and tournaments. It also is not permissible for a coach to pass you a note directly or through a third person during this time. (Divisions I and II.)

EVALUATIONS

1. An evaluation is an on- or off-campus activity designed to assess your academic qualifications or athletics ability, including any visit to your two-year college (during which no contact occurs) or the observation of a prospect participating in any practice or competition at a site at which you participate.

2. In sports other than Divisions I-A and I-AA football and Division I basketball, a coach is permitted to have no more than four evaluations of you during the academic year in which you practice or compete on any team (e.g., all-star teams or tournaments).

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3. In Divisions I-A and I-AA football, a coach is limited to two evaluations of you during the academic year during which you compete or practice on any team.
4. In Division I basketball, a coach is limited to two evaluations of you during the academic year in which you compete or practice on any team. Effective August 1, 1996, a coach is limited to five recruiting opportunities for you (contacts and evaluations combined), and not more than three of the five opportunities may be contacts.
5. The limitations on evaluations apply to the regular academic year only. A coach may evaluate you during the summer an unlimited number of times. Further, once you sign a letter of commitment with a particular college, there is no limit on the number of times that college may evaluate you.

TELEPHONE CALLS

1. A college coach or faculty member is permitted to call you or your parents only one time per week. (Divisions I and II.)
2. The following are exceptions to the one-call-per-week limitation:
   (a) A coach may call you an unlimited number of times during the five days immediately before your official visit to that college. (Divisions I and II.)
   (b) A coach may call you an unlimited number of times on the day of the coach's off-campus contact with you. (Divisions I and II.)
   (c) A coach may call you an unlimited number of times beginning on the National Letter of Intent signing date in your sport and through the two days after the signing date. (Divisions I and II.)
   (d) In the sport of football only, a coach also may call you an unlimited number of times during the 48-hour dead period immediately before 8 a.m. on the initial signing date for the National Letter of Intent. (Divisions I-A and I-AA football only.)
   (e) In the sport of football, a coach also may call you an unlimited number of times from December 1 through February 15. (Divisions I-A and I-AA football only.)
3. Divisions I and II coaches may accept collect telephone calls from you at any time and may use a toll-free number to receive telephone calls from you or your parents.
4. Enrolled students in Divisions I and II programs (including student-athletes) may receive telephone calls from you at your expense.

UNOFFICIAL VISITS

You are permitted to visit any campus at any time (except during dead periods) at your own expense. On such a visit, you may receive a maximum of three free admissions to attend a game on that campus for you and those who accompany you. In Division I only, if you receive such free admissions to a campus event, you may be seated only in the general seating area of the facility, and you may not be provided seating in the facility's press box, special seating or bench area. You also may receive a tour of off-campus practice and competition sites in your sport and other institutional facilities within 30 miles of the campus. [Note: If you would like additional information regarding unofficial visits, please contact the NCAA national office and ask to receive a copy of the NCAA Guide for the College-Bound Student-Athlete.]

OFFICIAL VISITS

1. Your official visit is one of the most important aspects of the recruiting process. Use it to learn as much as possible about the college. Talk to as many coaches, faculty members and students as possible during your visit.
2. As a high-school senior, you were permitted to receive a maximum of five expense-paid visits to a Division I or II school, with no more than one permitted at any single NCAA school. If you currently are enrolled in a two-year college, you are permitted to receive a maximum of five additional expense-paid visits, with no more than one permitted at any NCAA institution. In Division I, the five additional expense-paid visits must be taken beginning October 15 after you finish high school. In Division II, the five additional visits must be taken beginning September 1 after you finish high school.
3. If you were a nonqualifier and you currently are enrolled in your first year at a two-year college, you may not receive an official visit to a Division I school.
4. During your official visit (which may not last longer than 48 hours), you may receive round-trip transportation between your home or your two-year college and the NCAA school.
5. Before a school may provide expenses for your official visit, you must present a high-school or college transcript. If you were a qualifier and you are in your first semester or quarter at a two-year college, you are required to present a high-school transcript because a college transcript is unavailable.
6. During your official visit, you and your parents may receive meals, lodging and free admissions to campus athletics events. In Division I only, the seating at these athletics events may be provided only in the general seating area. Special seating (e.g., press box, bench area) is prohibited.
7. During your official visit, you and your parents may be assigned a student host to help you become acquainted with normal campus life. The host may receive $20 per day ($30 per day, effective August 1, 1996) to cover all costs of entertaining you and your parents; however, the money cannot be used to purchase college souvenirs such as T-shirts or other mementos.
8. Although it is permissible for a school to provide transportation during your official visit, it is not permissible for the school to provide transportation for you to enroll in classes. Even if you plan to take your official visit right before you enroll in classes, you still are required to return from your official visit and finance your own transportation to enroll in school.

TRYOUTS

1. You are not permitted to try out for a Division I or Division III college's athletics team. A tryout is any physical activity (e.g., practice session or test) conducted by a college, or arranged on

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behalf of a college, at which you reveal, demonstrate or display your athletics ability. This rule also applies during any official or unofficial visit you take to the school.

2. You may try out at a Division II school under the following conditions:
   (a) You may not have more than one tryout at each Division II school;
   (b) The tryout must occur after your sport's season at the two-year college;
   (c) A medical examination may be conducted by the school's regular team physician as part of the tryout; and
   (d) The tryout may include tests to evaluate your strength, speed, agility and sports skills.

PRECOLLEGE EXPENSE

An institution or booster may not offer, provide or arrange financial assistance, directly or indirectly, to pay the costs of your educational expenses or other expenses for any period before your enrollment, including the following:

1. An NCAA school is not permitted to tutor you or pay for your tutoring expenses if you are attempting to meet academic requirements for eligibility at an NCAA school.
2. An NCAA school may not pay for any fines or bills you have accumulated (e.g., parking tickets, library fines) in order to release your transcripts to an NCAA school.

GRADUATION-RATE INFORMATION

The NCAA national office annually publishes admissions and graduation-rate information for Divisions I and II institutions for the benefit of prospective student-athletes. The school recruiting you must provide its graduation-rate information to you, as well as your parents, at the earliest of the following dates:

1. Upon request by you or your parents,

OR

2. After the school's first arranged contact with you or your parents,

OR

3. The day before you sign the National Letter of Intent or a written offer of admission and/or financial aid, whichever is earlier.

The NCAA national office will provide this information annually to the guidance offices of the two-year college and to your two-year college coach.

NATIONAL LETTER OF INTENT

The National Letter of Intent is administered by the Collegiate Commissioners Association, not the NCAA. There are some restrictions related to signing a National Letter of Intent that may affect your eligibility. These restrictions are contained in the National Letter of Intent. Please read them carefully. If you have questions about the National Letter of Intent signing dates or restrictions related to signing a National Letter of Intent, contact the conference office of the college you are interested in attending. Please note that not all conferences subscribe to the National Letter of Intent program. Remember, do not sign any institutional or conference letter of intent (or financial aid agreement) before the National Letter of Intent signing date.

AMATEURISM

You will endanger your NCAA eligibility if you become a professional athlete. You become a professional if:

1. You are paid (in any form) or accept a promise of pay for participating in an athletics contest;
2. You sign a professional sports contract or verbally commit to an agreement with an agent or professional sports organization;
3. You request that your name be placed on a professional league's draft list (see exception below for the sport of basketball);
4. You use your athletics skill for pay in any form (e.g., television commercials, demonstrations);
5. You compete on a professional athletics team; or
6. You participate on an amateur sports team and receive, directly or indirectly, any salary, incentive payment, award, gratuity, educational expenses or expenses allowance (other than actual and necessary travel, and room and board expenses for practice and games).

PROFESSIONAL DRAFT

1. You become a professional if you request that your name be placed on a professional league's draft list (e.g., the draft conducted for the National Football League).
2. If you participate in a sport in which you are drafted without your consent (e.g., Major League Baseball), being drafted by a professional organization does not jeopardize your amateur status.

NEGOTIATIONS

You or your parents are permitted to enter into negotiations with a professional sports organization without jeopardizing your amateur status. You still are not permitted to retain an agent under these circumstances.

AGENTS

During your two-year college enrollment, you might be contacted by a player agent. A player agent is an individual who may want to represent you in contract negotiations or for commercial endorsements if you show the potential to be a professional athlete in a particular sport. Agents may have contacted you during your high-school years in an attempt to gain an advantage over other individuals who may wish to represent you once your collegiate eligibility has expired. Many times, these individuals will not

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represent themselves as agents, but rather as individuals interested in your overall welfare and athletics career. These individuals also may attempt to provide gifts or benefits to you and your family.

While NCAA rules do not prohibit meetings or discussions with an agent, you would jeopardize your collegiate eligibility in a sport if you agree (orally or in writing) to be represented by an agent while in high school or college, regardless of whether the agreement becomes effective immediately or after your last season of collegiate eligibility. Additionally, the receipt of any benefits or gifts by you, your family or friends from such an individual would jeopardize your intercollegiate eligibility in that sport. Accordingly, if an individual attempts to contact you regarding the marketing of your athletics ability in any manner, you should be careful. If you have concerns regarding a player agent, please contact your two-year college coach, director of athletics or the NCAA national office for assistance.

DRUG POLICIES AND PROCEDURES

If you attend an NCAA college, you will be subject to NCAA regulations prohibiting the use of drugs. Each academic year in Divisions I and II, you must sign a drug-testing consent form. In Divisions I and II sports in which the NCAA conducts year-round drug testing, you must sign the form when you report for practice or before the Monday of your college's fourth week of classes, whichever is earlier. In those sports in which the NCAA does not conduct year-round drug testing, you must sign the form before you compete. In Division III, you must sign a drug-testing consent form before you participate in competition each academic year. However, a nonrecruited student-athlete in sports other than those involved in the NCAA's year-round drug-testing program (currently football and track) may participate in preseason practice activities before the team's first contest without signing the drug-testing consent form. Drug testing occurs randomly on a year-round basis in the sports of Division I football and track and field. If you are a mid-year transfer in either of these sports, it is possible that you may be tested immediately after you transfer to an NCAA school. Drug testing also is conducted at NCAA championships in all sports and in all divisions and at certified postseason bowl games. If you test positive, you will lose a minimum of one season of competition in all sports if the season of competition has not yet begun for you. If the season of competition has begun, you will lose the equivalent of one full season of competition in all sports (i.e., the remainder of contests in the current season and contests in the subsequent season up to the time you were declared ineligible during the previous year). In addition, many institutions have established their own policies regarding how drug use may affect your participation in intercollegiate athletics. Additionally, a second positive test for other than a street drug will result in permanent loss of eligibility, regardless of whether the second positive test occurs during or after the initial period of eligibility.

Further, the use of tobacco products is prohibited for all game personnel and student-athletes in all sports during practice or competition. A student-athlete who uses tobacco products during practice or competition is automatically disqualified for the remainder of that practice or game.

NCAA eligibility rules are often complex as they might apply to certain students; therefore, this guide should not be relied upon exclusively. You should contact the NCAA national office or appropriate conference office for proper interpretations in specific cases. Your written inquiries should be addressed to the NCAA legislative services staff at the address in the front of this brochure.

APPENDICES

Appendices A through D begin on the following page.

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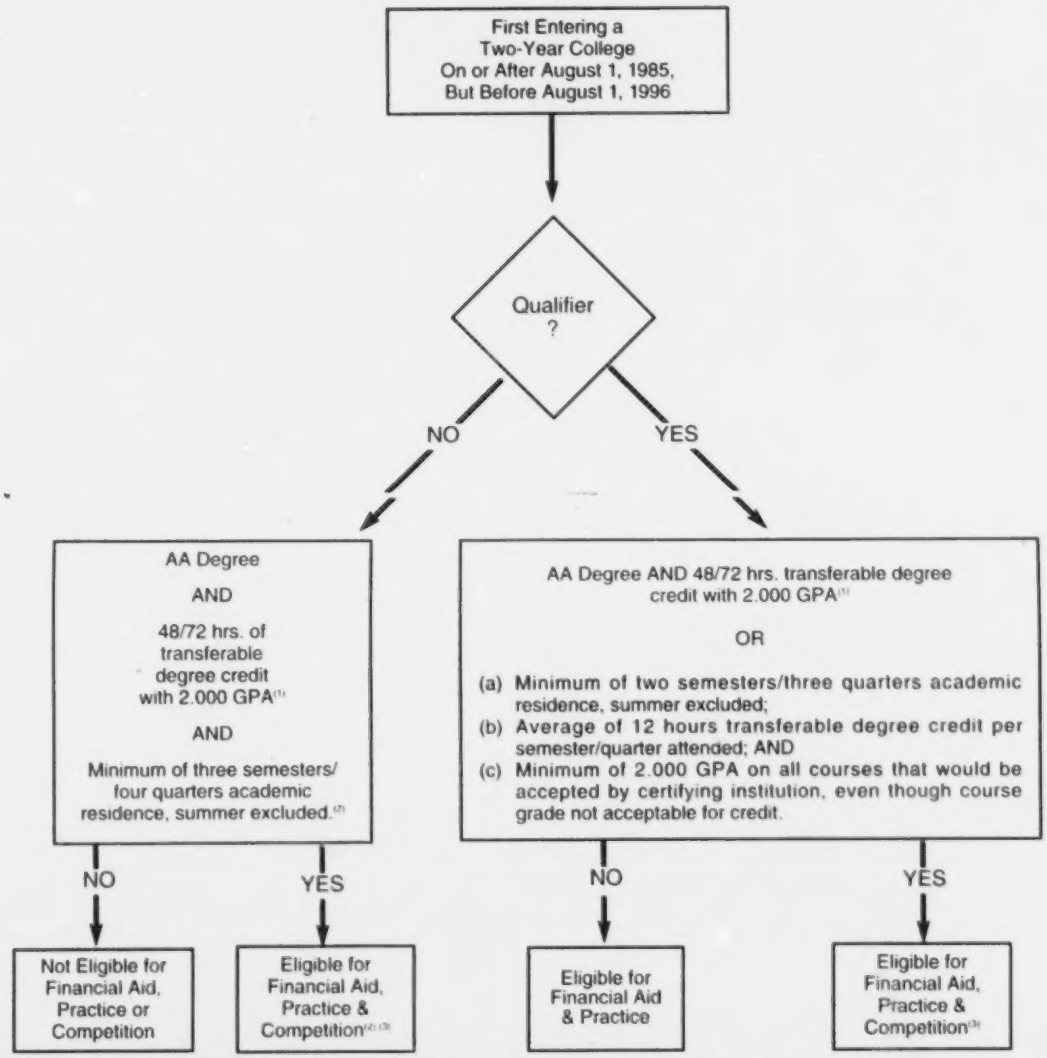
Appendix A

Academic Requirements for Eligibility for Two-Year College Transfer to Division I Institution


First Entering a Two-Year College On or After August 1, 1985, But Before August 1, 1996
Qualifier ?
NO
YES
AA Degree
AND
48/72 hrs. of transferable degree credit with 2.000 GPA(1)
AND
Minimum of three semesters/ four quarters academic residence, summer excluded.(2)
AA Degree AND 48/72 hrs. transferable degree credit with 2.000 GPA(1)
OR
(a) Minimum of two semesters/three quarters academic residence, summer excluded;
(b) Average of 12 hours transferable degree credit per semester/quarter attended; AND
(c) Minimum of 2.000 GPA on all courses that would be accepted by certifying institution, even though course grade not acceptable for credit.
NO
YES
NO
YES
Not Eligible for Financial Aid, Practice or Competition
Eligible for Financial Aid, Practice & Competition(2)(3)
Eligible for Financial Aid & Practice
Eligible for Financial Aid, Practice & Competition(3)

(1) 2.000 requirement effective for those students who first enrolled as regular students in a two-year college after August 1, 1988.
(2) Residence requirement effective for those students who first enrolled as regular students in a two-year college after August 1, 1990.
(3) A mid-year transfer may not compete if he or she has competed at the two-year college in the same academic year.

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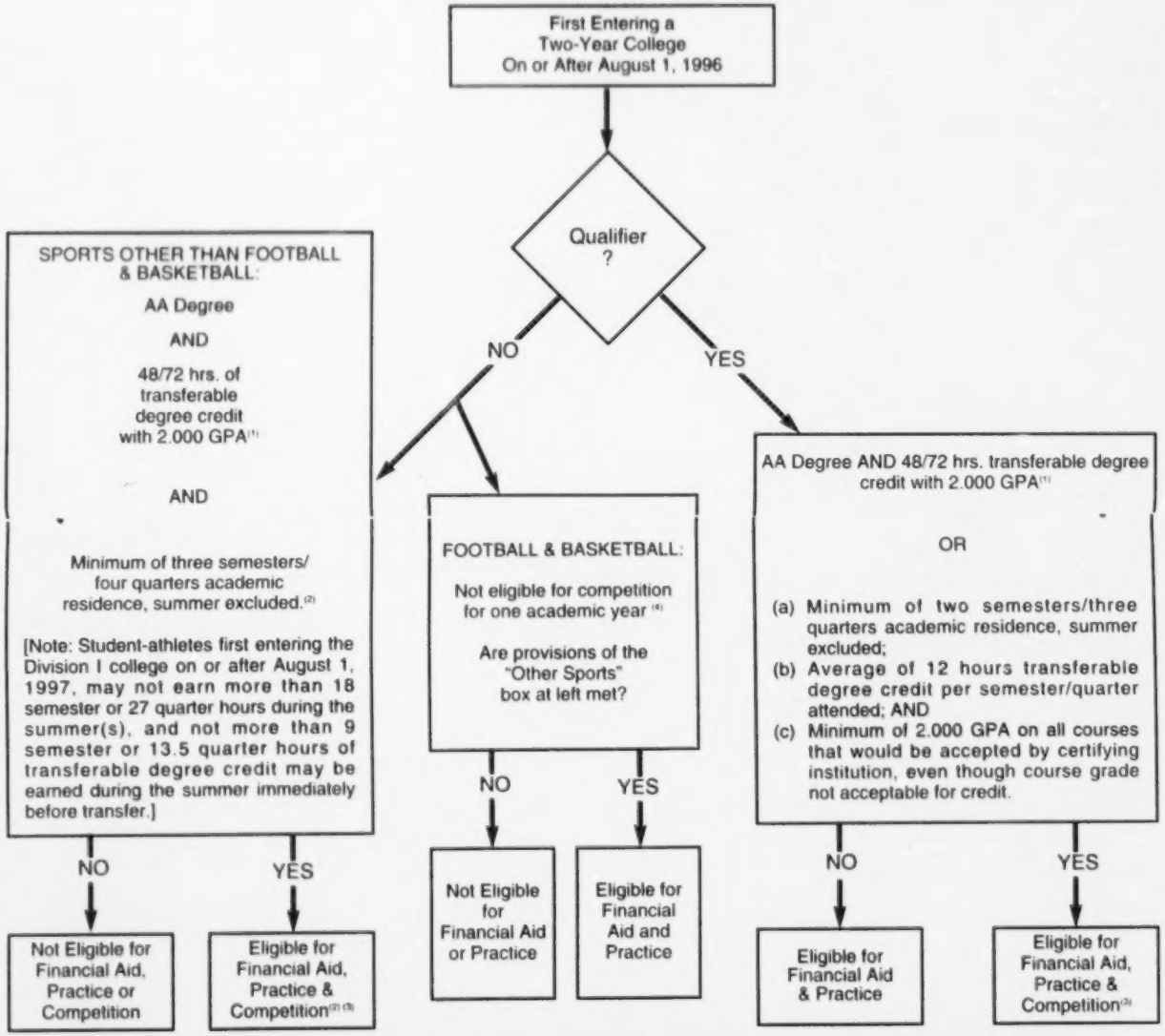
Appendix B

Academic Requirements for Eligibility for Two-Year College Transfer to Division I Institution



(1) 2.000 requirement effective for those students who first enrolled as regular students in a two-year college after August 1, 1988.
(2) Residence requirement effective for those students who first enrolled as regular students in a two-year college after August 1, 1990.
(3) A mid-year transfer may not compete if he or she has competed at the two-year college in the same academic year.
(4) Exception: See page 4 under Nonqualifier/Partial Qualifier for football and basketball.

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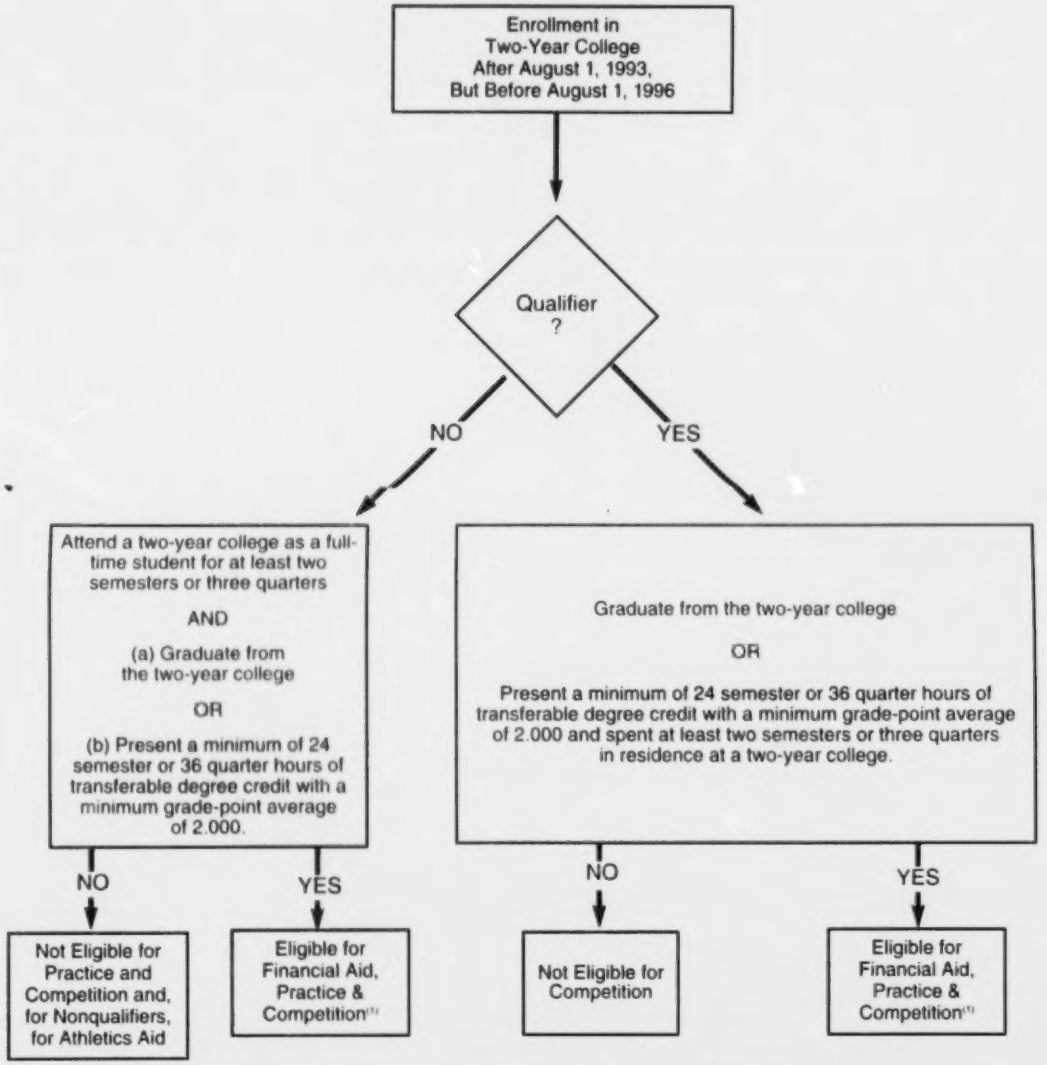
Appendix C

Academic Requirements for Eligibility for Two-Year College Transfer to Division II Institution


Enrollment in Two-Year College After August 1, 1993, But Before August 1, 1996
Qualifier ?
NO
YES
Attend a two-year college as a full-time student for at least two semesters or three quarters
AND
(a) Graduate from the two-year college
OR
(b) Present a minimum of 24 semester or 36 quarter hours of transferable degree credit with a minimum grade-point average of 2.000.
Graduate from the two-year college
OR
Present a minimum of 24 semester or 36 quarter hours of transferable degree credit with a minimum grade-point average of 2.000 and spent at least two semesters or three quarters in residence at a two-year college.
NO
YES
NO
YES
Not Eligible for Practice and Competition and, for Nonqualifiers, for Athletics Aid
Eligible for Financial Aid, Practice & Competition(1)
Not Eligible for Competition
Eligible for Financial Aid, Practice & Competition(1)

(1) A mid-year transfer may not compete if he or she has competed at the two-year college in the same academic year.

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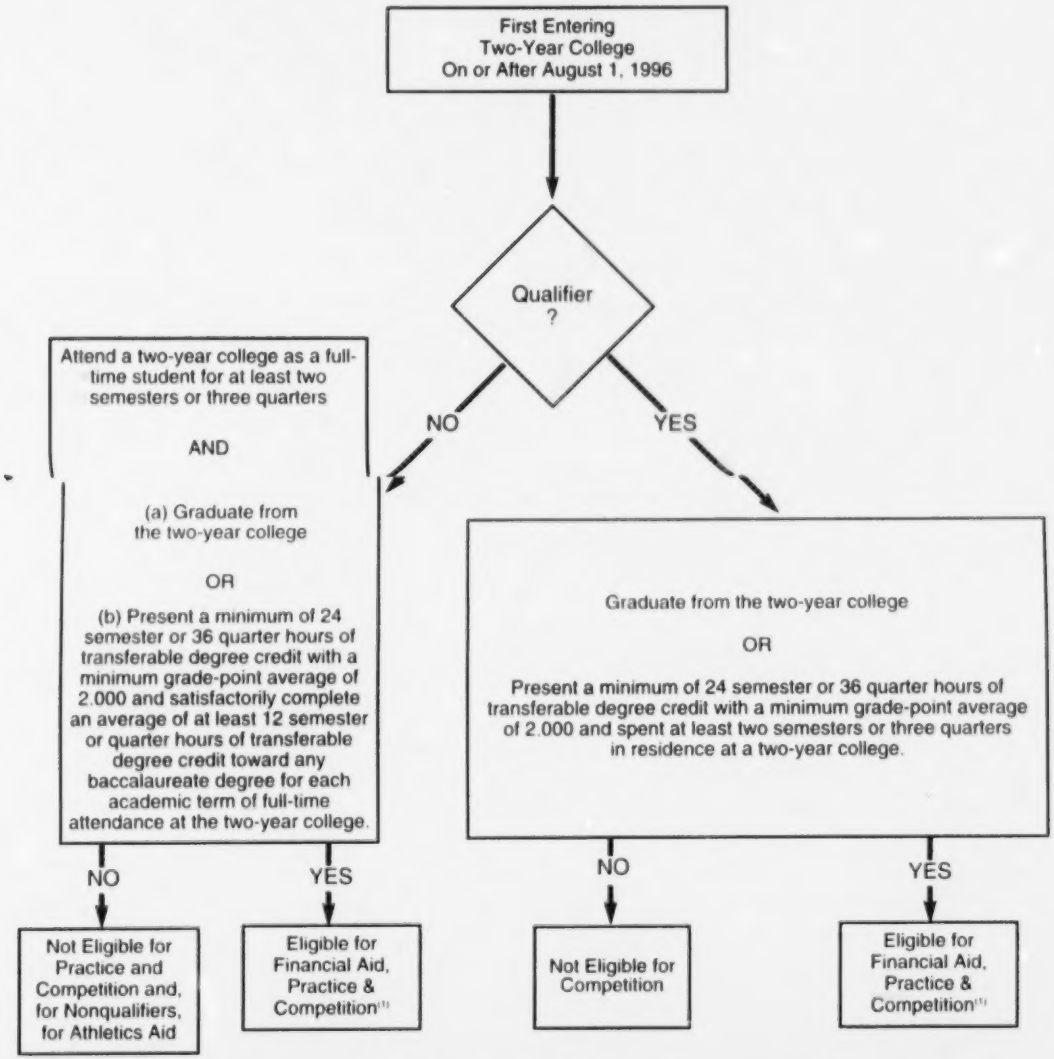
Appendix D

Academic Requirements for Eligibility for Two-Year College Transfer to Division II Institution


First Entering
Two-Year College
On or After August 1, 1996
Qualifier
?
NO
YES
Attend a two-year college as a full-time student for at least two semesters or three quarters
AND
(a) Graduate from the two-year college
OR
(b) Present a minimum of 24 semester or 36 quarter hours of transferable degree credit with a minimum grade-point average of 2.000 and satisfactorily complete an average of at least 12 semester or quarter hours of transferable degree credit toward any baccalaureate degree for each academic term of full-time attendance at the two-year college.
Graduate from the two-year college
OR
Present a minimum of 24 semester or 36 quarter hours of transferable degree credit with a minimum grade-point average of 2.000 and spent at least two semesters or three quarters in residence at a two-year college.
NO
YES
NO
YES
Not Eligible for Practice and Competition and, for Nonqualifiers, for Athletics Aid
Eligible for Financial Aid, Practice & Competition(1)
Not Eligible for Competition
Eligible for Financial Aid, Practice & Competition(1)

(1) A mid-year transfer may not compete if he or she has competed at the two-year college in the same academic year.

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